

**West Virginia Transportation Coordinating Council
Building 5, Room 912
Charleston, WV**

**January 14, 2010
10:00 a.m.**

Minutes

Members Present: Elliott Birkhead, David Bruffy, Jeb Corey, John Davidson, Dan Hartwell, Susan O'Connell, Ben Shew, Ruth Wagner, and Deloris Wilder

Others: Daria Jones, Regina Mayolo, and Karen Morrison

Members Absent: Bill Davis, David Haden, Penney Hall, Jan Lilly-Stewart, Sid Murphy, and Larry Paxton

I. **Call to Order:** Susan O'Connell, Chairperson, called the meeting to order. Susan shared with the Council that she received prior notice that the following Council members would not be attending this meeting for various reasons: Bill Davis, Penney Hall and Jan Lilly-Stewart

II. **Reading and Approval of October 1, 2009 Minutes:** A motion was made by Dan Hartwell and seconded by Deloris Wilder to accept the October 1, 2009 minutes with the following revisions: *misspelled names and removal of names of individuals who are no longer employed by the various Department's/organizations they represent. The motion carried.*

III. **Old Business:**

- **Legislation:** The Council's bill needs introduced at the Legislature. Susan O'Connell shared that the Division of Public Transit does not have the money in its budget to fund the Council and DOT was not opposed to the legislation but did not want to champion it either.

David Bruffy volunteered to take the Council's legislation to the West Virginia Public Transportation Association (WVPTA) for signatory sponsorship and Jeb Corey agreed to contact legislative representatives for sponsorship also.

Dan Hartwell will make available a copy of the draft legislation for members of the Council.

- A discussion was held regarding members who are no longer employed by the Department they represent or inactive members of the Council. Letters will be sent to the various agencies asking for a representative and participation.

IV. **Presenter:** Daria Jones, Center for Excellence in Disabilities, West Virginia University, spoke to the Council on the various transportation caucuses held throughout the State in October 2009. She gave an overview of the caucuses and provided handouts regarding the outcome of these meetings.

V. **New Business:**

- Susan O'Connell shared with the Council that the Division of Public Transit will be moving. Particulars are unknown at this time. She encouraged Council members to read their emails for the location of the next meeting.
- The Council agreed to continue having quarterly meetings during the next calendar year versus bi-annual meetings.

VI. **Adjournment:** A motion was made by Dan Hartwell and seconded by Deloris Wilder to adjourn. The motion carried.

Next meeting dates: Thursday, April 1, 2010
Thursday, July 8, 2010
Thursday, October 7, 2010

Submitted by: Karen J. Morrison, Administrative Secretary, DPT

**West Virginia Transportation Coordinating Council
Building 5, Room 317
Charleston, WV 25305**

**April 1, 2010
10:00 a.m.**

Minutes

Members Present: Elliott Birckhead, Jeb Corey, John Davidson, Jr., Penney Hall, Dan Hartman, Jan Lilly-Stewart, Susan O'Connell, Ben Shew, and Deloris Wilder

Others: Christina Risk and Paul Smith

Members Absent: David Bruffy, Bill Davis, David Haden, Sid Murphy, Larry Paxton, and Ruth Wagner

I. **Call to Order:** Susan O'Connell, Chairperson, called the meeting to order.

II. **Reading and Approval of January 14, 2010 Minutes:** A motion was made by Ben Shew and seconded by Dan Hartwell to accept the January 14, 2010 minutes. The motion was carried.

III. **Old Business:**

- **Coordination Legislation:** Since the Legislation did not pass this year and to the best of anyone's knowledge was not introduced, the Council discussed ways to promote coordination throughout the state. Suggestions include promoting successful coordination projects on the Division of Public Transit's website. It was also suggested that members review the RLS report to get ideas to promote coordination. It was decided that the Council will work on Legislation to be presented next year as soon as possible.

IV. **New Business:**

- The Council agreed to meet on Wednesday, July 7, 2010 and thereafter meet twice a year. Meetings were moved to Wednesdays due to a scheduling conflict with one member.
- At the July meeting, it was decided that the Council would develop a work plan.

V. **Adjournment:** A motion was made by Penney Hall and seconded by Deloris Wilder to adjourn. The motion was carried.

Next meeting date: Wednesday, July 7, 2010

Submitted by: Christina Risk
Office Assistant III, DPT

West Virginia Transportation Coordinating Council
Building 5, Room 122
Charleston WV 25305

July 7, 2010 - 10:00 a.m.

Minutes - Revised

Members Present: Elliott Birckhead, Jeb Corey, John Davidson, Jr., Penney Hall, Sid Murphy, Susan O'Connell, Ruth Wagner, and Deloris Wilder

Others: Ronda Cooper, Karen Morrison and Paul Smith

Members Absent: David Bruffy, Bill Davis, David Haden, Dan Hartwell, Larry Paxton, Ben Shew and Jan Lilly-Stewart

- I. **Call to Order:** Susan O'Connell, Chairperson, called the meeting to order.
- II. **Reading and Approval of April 1, 2010 Minutes:** A motion was made by Penney Hall and seconded by Deloris Wilder to accept the April 1, 2010 minutes. The motion was carried.

III. **Old Business:** None

IV. **New Business:**

- The Council will meet twice a year and the meetings will be held on Wednesdays.
- Susan O'Connell informed the Council that the Update of Coordination Plan is every three years, and updates will start late in 2010. It is anticipated that the Plan will be complete in 2011. She shared with the Council the coordination projects status throughout the state. Transportation appears to be an ongoing issue and concern for the citizens of West Virginia.

PANTRAN and Jefferson County Council on Aging were not successful in their coordination project; however, PANTRAN and Berkeley Senior Services are working on a similar plan to provide more transportation for the elderly in Berkeley County.

- Jeb Corey shared with the Council that he is getting a minivan with wheelchair accessible features to accommodate the disabled and sees this as a positive move for the disabled and the transportation industry in Charleston. Huntington is definitely interested and Wheeling and Morgantown may be interest in utilizing similar transportation vehicles if this proves successful. In addition, C&H Taxi in Charleston is creating a new dispatching company, which they hope will be operational within the year. Cab companies in Huntington, Morgantown, Wheeling and Parkersburg may be interested in it if it works for C&H Taxi. They have the internal software and are working on the getting the hardware for the vehicles. C&H Taxi is also participating in the Breast Cancer Awareness

Campaign (BCA) in October. They will have a pink vehicle available for riders and will donate to the BCA Campaign \$1.00 for each ride.

- Susan O'Connell informed the Council of the Passenger Service and Safety (PASS) training and Maintenance training available to drivers sponsored by the DPT. The training of drivers is free of charge for those in the 5310 program.

A list of PASS instructors will be available on DPT's internet site once notification is received of those individuals who passed the June train-the trainer course held in Charleston.

- Deloris Wilder addressed the need to reach the rural area agencies in providing possible problem-solving solutions regarding more readily accessible transportation for the elderly. A discussion was held on how the elderly and youth population in rural areas could have better transportation accessibility. Sidney Murphy addressed the need to educate the agencies on how they can better serve the citizens in rural areas by working together. By coordinating efforts in transportation among the various agencies, there could be cost savings for those involved. Ronda Cooper and Elliott Birkhead agreed to gather information on rural transportation in Lincoln County and Wood County for the youth and elderly population and share with the Council.

It was agreed upon that a one-day workshop sponsored by DPT would be beneficial in sharing information and ideas with other agencies. The one-day workshop will be planned for next summer or fall.

- Penney Hall shared with the Council that she will be speaking at the Disability Caucus on Tuesday July 27, 2010 at 10:30 a.m. on transportation problem solving. The meeting will be held at the Charleston Marriott July 26-29, 2010. Susan O'Connell offered technical assistance (vehicle with wheelchair accessible features) and Jeb offered to speak on the new wheelchair accessible minivan C&H taxi is purchasing.
- Coordination Legislation: The Council agreed to hold a special meeting if the Council chooses to submit legislation in 2011.

V. **Adjournment:** A motion was made by Penney Hall and seconded by Deloris Wilder to adjourn. The motion was carried.

Next meeting date: Wednesday, January 12, 2011 at 1:00 p.m.